

Office Memorandum • UNITED STATES GOVERNMENT

TO : Director of Training
VIA : Chief, Operations School
FROM : Chief, Headquarters Training

DATE: 21 October 1959

SUBJECT: Weekly Activities Report No. 42
14-20 October 1959

I. SIGNIFICANT ITEMS

Nothing to report.

II. OTHER ITEMS

a. Covert Action Operations (CAO): The CAO course started on 12 October with 17 students registered but 16 students present.

He called [redacted] personally and said that he has subscribed to the next running of the course. It is too soon to judge how the course is going along. Hank said that student response thus far has been good.

b. Information Reporting, Reports, and Requirements (IRRR): Twelve students are enrolled in Information Reporting, Reports, and Requirements Number 23, which started 19 October 1959. Early indications - punctuality, attention, and response - point to an exceptionally good class. It consists of 10 women and 2 men, all of whom are primarily concerned with the preparation of information reports. The areas represented in the student body are distributed fairly widely; 3 students each are from WE and NE, 2 from FE, and 1 each from [redacted] Grades range from GS-5 to GS-11.

c. CI Operations Course: The CI Operations Course No. 30 began on 12 October with an initial enrollment of 8 students.

[redacted] withdrew from the course on the starting date because of operational commitments; the EE Training Officer failed to tell [redacted] that she had been accepted as a student in the course and she therefore became involved in other work. Because of the high professional level of the 5 remaining students, plus the fact that 3 of the students are committed to overseas assignments, (one as Chief of [redacted])

should be given as scheduled. The small enrollment has led, incidentally, to a more free exchange of ideas between students and instructors. There is a strong likelihood of smaller CI classes in the future as this course consistently has had a fairly high enrollment in the past.

SECRET

d. Scientific and Technical Course (S&T): Sixteen students have subscribed to the S&T course for 26 October. We are not sure whether this will increase by last minute subscription or decrease by some cancellations. Arrangements have been made to accomodate 25 students on a field trip to Redstone Arsenal. [REDACTED] believe that some of the former students may wish to make the trip to fill the quota. Otherwise, arrangements have been made to begin the course on 26 October.

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e. Clandestine Services [REDACTED] Operations [REDACTED]: The [REDACTED] course which now is in "mid term" (ending 30 October) has had a favorable response thus far by the students. Except for two unimpressive performances by guest speakers [REDACTED] the rest of the program has had good reception. In the case of [REDACTED] the students submitted 12 questions (see attached). Tracy commented for one full hour on the first question and he made no mention of the others in his talk even though I did, at his request, furnish him with background and statistics on the questions checked on the copy. During the last period of the day, which was a discussion and review period, I covered the material in question indicating to the class that [REDACTED] did not have the time to cover all the questions submitted to him.

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[REDACTED] obviously was not prepared for his talk. His extemporaneous presentation lacked organization and substance. Jim called me later in the afternoon to inquire whether or not there was any reaction to his presentation. Since no student talked to me about his presentation, I indicated that we will not receive student critiques until late in the course. Jim said he would like to come again and I suggested that specific examples plus his own experiences in dealing

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III. ADMINISTRATIVE

Nothing significant to report. With four courses currently running we have three administrative assistants who perform other administrative duties not directly related to the courses. This has put Headquarters Training in a bind in the last few weeks for clerical help. This is a "feast or famine situation" and at the moment we are strapped for help. However Chief, Operations, ^{School} has been helpful to us and if we can get by the next week without unforeseen incidents we should have clear sailing.

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